

**SCOPE OF WORK**  
**PR 2757384 Revision 1**  
**March 23, 2007**

**1. Title:**

Floodplain Assessment for Southwestern Power Administration's Jonesboro Arkansas Parking Garage Construction Project.

**2. General Project Description:**

The objective of this contract is to procure support services for the preparation of a Floodplain Assessment. Work will be performed for Southwestern Power Administration (Southwestern), an agency of the U. S. Department of Energy on federal property. The Contractor shall furnish all labor, materials, equipment, facilities, transportation, and incidentals necessary to perform in accordance with this scope of work. Southwestern proposes to construct a Parking Garage for Southwestern's maintenance fleet vehicles at the Jonesboro Arkansas Maintenance Facility. The proposed new construction site lies within a Base floodplain, as classified by the Federal Emergency Management Agency.

The Contractor shall adhere to the following statutes, regulations as applicable.

**Statutes**

- National Environmental Policy Act of 1969, as Amended

**Regulations**

- Council on Environmental Quality Regulations for Implementing the Procedural Provisions of the National Environmental Policy Act (40 CFR § 1500-1508)
- U.S. Department of Energy National Environmental Policy Act Implementing Procedures (10 CFR § 1021)
- U.S. Department of Energy Compliance with Floodplain/Wetlands Environmental Review Requirements (10 CFR § 1022)
- Federal Energy Regulatory Commission Regulations Implementing the National Environmental Policy Act (18 CFR § 380.1 to 380.11)

- Protection of Historic Properties (36 CFR Part 800)
- General Conformity Regulations (40 CFR Part 93, Subpart B)

### **Executive Orders**

- EO 11988: Floodplain Management

### **DOE Orders**

- DOE O 451.1B, National Environmental Policy Act Compliance Program

### **Guidance**

- Council on Environmental Quality "Forty Most Asked Questions" (46 Fed. Reg. 18026, March 23, 1981) and supplemental guidance (48 Fed. Reg. 18026, July 23, 1983)
- U.S. Department of Energy, Office of Environment, Safety and Health, NEPA Compliance Guide, Volume II, August 1998
- U.S. Department of Energy, NEPA Web Site at [tis-nt.eh.doe.gov/nepa/tools/tools.htm](http://tis-nt.eh.doe.gov/nepa/tools/tools.htm) (which includes many of the references listed in this section of the statement of work).
- U.S. Department of Energy, Office of Environment Safety and Health, Recommendations for the Preparation of Environmental Assessments and Environmental Impact Statements, May 1993

### **3. Detailed Project Location Information:**

Physical address:

U.S. Department of Energy  
Southwestern Power Administration  
305 North Floyd Street  
Jonesboro, AR 72401

Latitude: 35.50'59"

Longitude: -90.43'23"

Parking Garage Dimensions: Approximately 60'X123', with a 20'x123' apron.

Legal Description: T14N R3E S13, Craighead Co., AR

**4. Work Requirements:**

- a. Prepare a draft and final Floodplain Assessment in accordance with 10 CFR 1022.13.
- b. Prepare a Statement of Findings in accordance with 10 CFR 1022.14, if applicable, and prepare a list of names their addresses of government agencies/parties known to be interested in or potentially affected by the proposed floodplain action to whom the Statement of Findings should be submitted.
- c. Assist in the completion and submission for any FEMA required certificates or documentation, etc. as required by the local floodplain administrator. If an Elevation Certificate is required by the local Floodplain administrator, it must be completed and signed by a Professional Land Surveyor. A CLOMR or a LOMR will not be required. (This item should be quoted separately from 4.a and 4.b and will be requested, if needed, by Southwestern Power Administration).
- d. Contractor qualifications: Licensed Arkansas Professional Engineer, Certified Floodplain Manager, and Professional Land Surveyor if needed.

**5. Deliverables:**

- a. Draft and final Floodplain Assessment.
- b. Statement of Findings and list as stated in 4 (b).
- c. Completion of FEMA required forms as stated in 4 (c)

All deliverables shall be submitted

- 1.) Electronically via email or CD, and
- 2.) Collection of final documents in hard copy report format after all deliverables have been delivered.

To: Southwestern Power Administration;  
Attn: Linda Dunham;  
305 North Floyd Street  
Jonesboro, AR 72401  
[Linda.Dunham@swpa.gov](mailto:Linda.Dunham@swpa.gov)

6. **Schedule:**

- a. Start Date: Immediately upon award of Contract
- b. All deliverables shall be executed within 30 days upon issue of Contract award, but may be extended due to extenuating circumstances if agreed upon by both Southwestern and the Contractor.

7. **Travel Requirements:**

- a. Travel to/from/during site investigation

8. **Government Furnished Equipment and Materials:**

- a. Diagram proposed construction activity area in relation to Southwestern's facility grounds.
- b. FEMA map of proposed construction area.

9. **Technical Points of Contact:**

Kenny Broadaway (870)972-4686

Darlene Low (918)595-6750

Mistie Yost: (918)595-6743

10. **Invoicing:**

Invoices shall include the following information:

- a. Contractor Name, Address, TIN, and Phone Number
- b. Date of invoice
- c. Unique Invoice Number
- d. Section 5 (c) is optional and should be priced per hour, and 5

- (a)-(b) should be placed as lump sum, but itemized per task.
- e. Basic Contract Number as shown in Block 2 of the SF1449 award document
  - f. Description of Work relating to invoice
  - g. Invoice Amount

All invoices shall be sent to the following address:

U.S. Department of Energy  
Southwestern Power Administration  
305 North Floyd Street  
Jonesboro, AR 72401